Revised – note new response date

INSTRUCTIONS TO CONTRACTORS
PIH-REAC Market Research

PIH-REAC is in the process of conducting market research for three procurements not previously published on our website forecast. The purpose of these procurements is to obtain ADP development and maintenance services for the Physical Assessment System (PASS), the Public and Indian Housing Financial Assessment System (FASS-PH) and the integrated Assessment System (NASS). More information about PIH-REAC can be obtained at the website www.hud.gov/offices/reac.

The potential offerors must have a GSA schedule, part 70, and be a small business at time of solicitation. The applicable NAICS code is 541512.

THIS IS NOT A SOLICITATION OF OFFERS. NO AWARDS WILL BE MADE AS THE RESULT OF ANY INFORMATION PROVIDED IN RESPONSE TO THIS MARKET RESEARCH QUESTIONNAIRE.

Complete the following questionnaire as follows:
- Response is requested by 6:00 pm on Nov 14, 2003
- Responses should be submitted electronically to Lou_Jurena@HUD.gov
- PIH-REAC may or may not elect to contact references
- Failure to provide a valid GSA Schedule Contract Number or appropriate NAIS code will disqualify you from further consideration
- Use the attached questionnaire to provide the requested information (no substitutions, additions or deletions)
- The response cannot exceed two (2) pages in length
- Response must be in font size 10 or 12

CONTRACTOR QUESTIONNAIRE

Corporate Overview:
GSA Schedule number: GS-35F-_____
Name of company: _____
Address: _____
NAICS Code: _____
Number of full time employees: _____
Latest fiscal year total revenues: _____
Date of establishment: _____
SW-CMM or CMMI level (include name, phone number and email
address): _____
_____
Website URL: _____
One point of contact (name, phone, cell phone, fax, email address):

_____
_____
_____
_____

Project management:
- Number of project managers currently in company (or Federal unit): _____
- Project Manager certifications/awards: _____
_____
- Project management tools that are typically used: _____
_____
- Project tracking measurements that are typically used: _____
_____
- Risk management approach: _____
_____
_____
_____
_____

Technical Capabilities; list up to three examples of previous e-business experience including:
- Customer name: _____
- Customer point of contact (include current phone number and email address):
_____
- Project name: _____
- Type of effort: _____
- Prime contractor (if subcontractor): _____
- Size of contract or subcontract in dollars: _____
- Period of performance: _____

- Maximum number of employees assigned to project at any given time: _____
- Technical environment: _____
  _____
- Number of modules developed and size of each module: _____
  _____
- Complexities: _____
  _____
  _____
  _____
  _____